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# Understanding Program/Plan Stack

## Summary:

With Program/Plan, a history of a student's majors, minors, specializations and other information can be compiled and tracked.

## Student Program/Plan

### Navigation

*Records and Enrollment > Career and Program Information > Student Program/Plan*

### Background

Student Program/Plan is a component that allows the tracking of a student's high level relationship within the University.

With Program/Plan, a history of a student's majors, minors, specializations and other information can be compiled and tracked.

Once the student is matriculated they will come over to student records and be visible in the program stack.

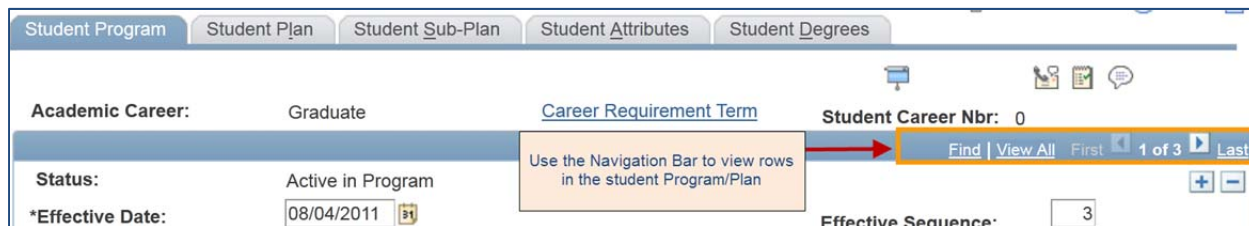
Fields on the Program/Plan will populate from the Admissions or Quick Admit pages. This process creates an academic record for the student in the form of a career, program, plan, and sometimes a sub-plan.

A student record will have multiple program actions to view (*admit, matriculation, program change, plan change*) through completion of program.

### Navigating the Program/Plan stack

Use the scroll bar buttons on the blue bar to navigate through the Program Actions (*rows*). The most recent will be the first or top-most program action.

Various pieces of information contained in each row can be investigated by clicking on various tabs at the top of the page.



### Program Stack

As the student modifies their program/plan during their career at UNC-CH, PeopleSoft will keep a dated record of those changes. Those changes will be found in one single record that has multiple "rows" of data. Each row of data in the stack is a change in either the Academic program or plan. The combined rows are called the program stack.

# Understanding Program/Plan Stack

## The Dresser Analogy

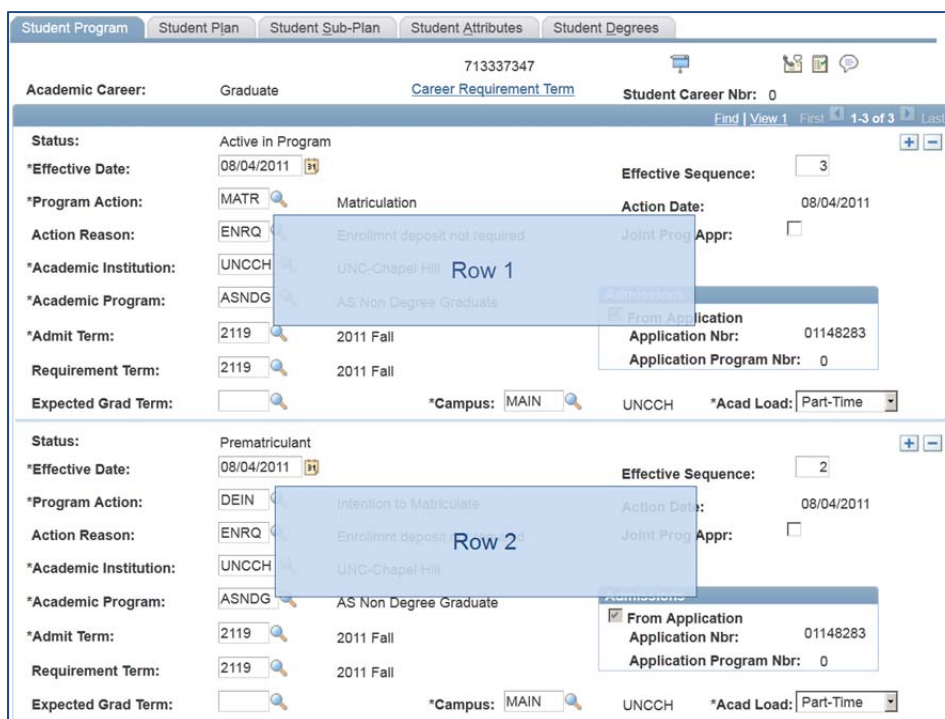
One interesting way to look at the program/plan stack is to think of the entire program/plan stack as a dresser.

The program/plan stack (*dresser*) can have as many drawers as needed, with the idea being that every time the student initiates a program or plan change, another drawer is added to the dresser.

The program tab of program/plan, is kind of like the drawers. If you “view all” you can kind of see the drawers stacked on top of each other to make the dresser, and basically there is the label on each drawer for what’s inside (**Example: matriculation, program change, A plan change**)

To see what’s in the drawers, you have to move over to the Plan (& Sub-plan tab if concentrations apply).

**Best Practice:** You will want to select “View 1” before moving over to the Plan tab, as Plan is harder to read as an expanded stack. When you’re on the plan tab, it’s as if you’ve opened the drawer and can see what’s in there – their major(s), minors & honors (*if they are in the honors program*).



Each change to the stack has an **action date** (*the date in which the change was recorded in PeopleSoft*) and an **effective date** (*the date in which the student wants the change to take place*). The **action date** cannot be modified but the **effective date** can be post-dated, future-dated or give the same date as the action date.

## Second Majors

Students may declare double majors, per University Policy, with one major being their primary major, and then second being their second major. In **ConnectCarolina**, as was the case in SIS, the first major is

## Understanding Program/Plan Stack

attached to the degree. University Policy remains that same, in that a BS (or a BFA or a BMus for example) degree basically trumps a BA degree. This means that a student may have the following combinations of double majors:

1. A BS first major with a BS second major
2. A BA first major with a BA second major
3. A BS first major with a BA second major

**\*\*\*A student may not have BA first major with a BS second major.**

In ConnectCarolina, second majors are designated with a “2<sup>nd</sup>” classification. So, a student that has declared Psychology (BA) for their second major, would have PSYA2nd major code on their plan stack.

### Comparing/Viewing Academic Structure in ConnectCarolina and SIS

ConnectCarolina and SIS display a student’s program stack in a different format. Each system displays similar content such as College, Degree, Major/Minor as well as type of enrollment or action.

In SIS a student’s program plan/stack is displayed in Terms (*semesters*) on screen 191 and screen 111. Terms (*semesters*) are grouped from oldest to most recent. Each term’s program/plan can be viewed in detail by clicking on a term and viewing the information displayed on Screen 111.

In ConnectCarolina the program stack information is displayed using rows. Each row represents an action in the student’s plan. Effective Dates determine the beginning and end of rows.

### ConnectCarolina vs. SIS Program Plan terminology

PeopleSoft	SIS
<b>Career</b>	Career or AU
<b>Academic Program</b>	College/Catalog combined with Degree
<b>Academic Plan</b>	Major, Minor and Honors
<b>Student Sub-plan</b>	Concentration

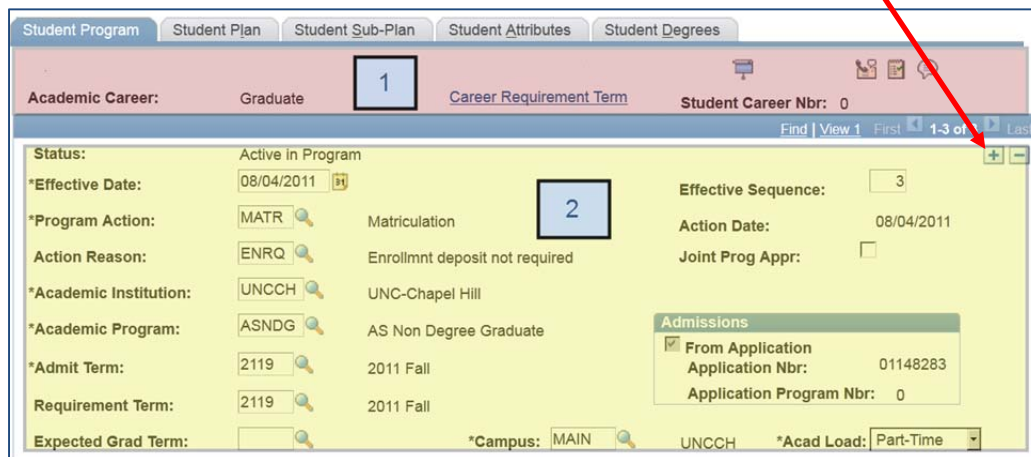
# Understanding Program/Plan Stack

## Student Program Tab

This tab can be used to view and modify a student’s Academic Program (college).

If a student is changing majors including a change of college (e.g. BA in PSYC to a BS in CHEM), change both the student program tab and student plan tab.

To add a new program or plan start by clicking the ‘+’ icon to add a new row to the student’s stack.



### 1. Top Section – Student Information

- Name and ID
- Academic Career

### 2. Lower Section – Academic Program Information

- **Status:** Indicates a student’s status standing within the program such as Active, Discontinued or other status as of the Effective Date of the row.
- **Effective Date:** Identifies the date upon which the most recent change in program status took effect. The effective date can be pre-/post dated.
- **Program Action:** A change to a person’s program data.
- **Academic Institution:** UNCCH is the default value
- **Academic Program:** This is the degree the student has selected to pursue and should only be changed when an action of Program Change (PRGC) is being executed.
  - ASBA is written as college/cat (AS) and Degree (BA) from SIS

*Academic Institution:	UNCCH	UNC-Chapel Hill
*Academic Program:	ASBA	AS Bachelor of Arts
*Admit Term:	1789	1978 Fall
Requirement Term:	1789	1978 Fall
Expected Grad Term:	1822	1982 Spr
	*Campus:	MAIN

## Understanding Program/Plan Stack

- **Admit Term:** The first term of the student's career
- **Requirement Term:** Also known as **Catalog Term** in SIS. The student will be responsible for the program requirements active during this term.

### Related Information in SIS

In SIS student program and plan information can be found using:

- **Screen 191:** Verification of Enrollment  
Used to display critical data concerning a student's enrollment history and degree completion at UNC-CH
- **Screen 111:** Student Term Attributes  
Used to enter and update a student's term related data.

### Page Comparison: Student Program tab vs. SIS screen 191

This comparison identifies common information in PeopleSoft and SIS.

PeopleSoft – Student Program Tab	SIS – Screen 191 and 111																																																																																																																																																																																				
<p> <b>A:</b> Effective Date  <b>B:</b> Program Action  <b>C:</b> Academic Program  <b>D:</b> Admit Term                 </p>	<table border="1"> <thead> <tr> <th>TERM</th> <th>RU</th> <th>FC</th> <th>RES</th> <th>ENR</th> <th>F/P</th> <th>FIN</th> <th>ATT</th> <th>ACTV</th> <th>WITHDRAW</th> <th>SI</th> <th>TYP</th> <th>AQ</th> <th>CRS</th> <th>CLS</th> <th>COL</th> <th>DEGR</th> <th>PRJ1</th> </tr> </thead> <tbody> <tr> <td>849</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>NEW</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>852</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>858</td> <td>GU</td> <td>RM</td> <td>E</td> <td>P</td> <td></td> <td></td> <td>9.0</td> <td>9.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>862</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>10.0</td> <td>10.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>863</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>6.0</td> <td>6.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>BUSU</td> <td></td> </tr> <tr> <td>868</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>GENR</td> <td></td> </tr> <tr> <td>872</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>15.0</td> <td>15.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>INOR</td> <td></td> </tr> <tr> <td>879</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>INOR</td> <td></td> </tr> <tr> <td>882</td> <td>GU</td> <td>RM</td> <td>E</td> <td>F</td> <td></td> <td></td> <td>12.0</td> <td>12.0</td> <td></td> <td></td> <td>CON</td> <td>UG</td> <td>UG</td> <td>GC</td> <td>BACH</td> <td>INOR</td> <td></td> </tr> </tbody> </table>	TERM	RU	FC	RES	ENR	F/P	FIN	ATT	ACTV	WITHDRAW	SI	TYP	AQ	CRS	CLS	COL	DEGR	PRJ1	849	GU	RM	E	F			15.0	15.0			NEW	UG	UG	GC	BACH	BUSU		852	GU	RM	E	F			12.0	12.0			CON	UG	UG	GC	BACH	BUSU		858	GU	RM	E	P			9.0	9.0			CON	UG	UG	GC	BACH	BUSU		862	GU	RM	E	F			10.0	10.0			CON	UG	UG	GC	BACH	BUSU		863	GU	RM	E	F			6.0	6.0			CON	UG	UG	GC	BACH	BUSU		868	GU	RM	E	F			15.0	15.0			CON	UG	UG	GC	BACH	GENR		872	GU	RM	E	F			15.0	15.0			CON	UG	UG	GC	BACH	INOR		879	GU	RM	E	F			12.0	12.0			CON	UG	UG	GC	BACH	INOR		882	GU	RM	E	F			12.0	12.0			CON	UG	UG	GC	BACH	INOR	
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- Effective Date:** The date on which the program action and the other field values on the row became effective
- Program Action:** Indicates a change to a student's academic program data.
- Academic Program:** The Academic Program field in ConnectCarolina represents a combination of the COLLEGE/CATALOG and Degree fields in SIS.
- Admit Term:** This term will indicate the MATR (*Matriculation*) term.

# Understanding Program/Plan Stack

## Student Plan Tab

### View and modify a student's academic plan (*major and minor*)

If a student is changing major within the same college (e.g. *History major changing to Sociology*), you will need to change only the plan.

It is important to remember that you will need to add a row (click '+') from the Student Program tab.

Student Program	Student Plan	Student Sub-Plan	Student Attributes	Student Degrees	
James Johnson	700020814				
Academic Career:	Undergraduate	Student Career Nbr:	0	Car Req Term:	
Status:	Completed Program	Admit Term:	1978 Fall		
Effective Date:	05/13/1982	Effective Sequence:	1		
Program Action:	Completion of Program	Action Date:	10/27/2009		
Action Reason:		Requirement Term:	1978 Fall		
Academic Program:	ASBA				
*Academic Plan:	BACHEM	Chemistry	Major		
*Plan Sequence:	10	Degree:	BA		
*Declare Date:	05/13/1982	Degree Checkout Stat:	Awarded		
*Requirement Term:	1789	1978 Fall	Student Degree Nbr:	01	
*Advisement Status:	Include	Completion Term:			

#### 1. Student Information

- Name and ID
- Academic Career

#### 2. Academic Program Information

A condensed version of what is on the Student Program tab

#### 3. Academic Plan Information

The student's major and minor.

- Majors are written as degree/subject.
- Example: **BAANTH = Bachelor of Arts in Anthropology**

*Academic Plan:	BACHEM	Chemistry	Major	
*Plan Sequence:	10	Degree:	BA	
*Declare Date:	05/13/1982	Degree Checkout Stat:	Awarded	
*Requirement Term:	1789	1978 Fall	Student Degree Nbr:	01
*Advisement Status:	Include	Completion Term:		

#### 1. Academic Plan

2. **Plan Sequence:** A student's major will carry a lower number than other plans which will carry a higher number (+10)



## Understanding Program/Plan Stack

3. **Declare Date:** The date the student declared this major.  
Note the declare date is the same as the effective date above, but they do not have to be the same date.
4. **Requirement Term:** This lines up with Catalog Year.  
IF THEIR REQUIREMENT TERM IS FALL 2010, THIS MEANS THAT THEY ARE RESPONSIBLE FOR THE REQUIREMENTS IN THAT YEAR'S BULLETIN.

**NOTE:** This is very important for the new degree audit system. It will be important that the requirement term be set to the appropriate catalog year for the student whenever a program or plan change is made.

5. **Advisement Status:** The default value for this field should be 'include', meaning that the information on this screen will be included into the Advisement Module (*Degree Audit Module*) scheduled for rollout in Fall 2010.

### Page Comparison: Student Plan Tab vs. Screen 191

The screenshot shows two side-by-side views. On the left is the 'Student Plan Tab' with the following fields:

- Status: Active in Program
- Effective Date: 09/20/1986 (labeled 'A')
- Program Action: Plan Change
- Action Reason:
- Academic Program: ASBCH
- \*Academic Plan: [BCHGENR] Arts And Sciences Gen Major (labeled 'B')
- \*Plan Sequence: 10
- \*Declare Date: 09/20/1986
- \*Requirement Term: 1949 1984 Fall
- \*Advisement Status: Include

On the right is 'Screen 191 VERIFICATION OF ENROLLMENT' for student Voso, Andrew Farnham. It shows a table of enrollment data with columns: TERM, AU, FC, RES, ENR, F/P, FIN, ATT, ACTV, WITHDRAW, SI, TYP, AQ, CAR, CLS, COL, DEGR, MAJ1. The table lists several rows of enrollment data, with the last row (869 GU RM E F) highlighted in red, corresponding to the Academic Plan field in the Student Plan Tab.

1. **Effective Date:** The date on which the program action and the other field values on the row became effective. The effective date can be referenced in SIS by converting it into a SIS TERM.
2. **Academic Plan:** The Academic Plan field in PeopleSoft represents a combination of the DEGREE and MAJ1 fields on SIS Screen 191.



## Student Sub-Plan tab

### View and modify concentration

Student Program	Student Plan	Student Sub-Plan	Student Attributes	Student Degrees																				
James Johnson		700020814		<b>1</b>																				
Academic Career: Undergraduate		Student Career Nbr: 0																						
<table border="0"> <tr> <td>Status:</td> <td>Completed Program</td> <td>Admit Term:</td> <td>1978 Fall</td> </tr> <tr> <td>Effective Date:</td> <td>05/13/1982</td> <td>Effective Sequence:</td> <td>1</td> </tr> <tr> <td>Program Action:</td> <td>Completion of Program</td> <td>Action Date:</td> <td>10/27/2009</td> </tr> <tr> <td>Action Reason:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Academic Program:</td> <td>AS Bachelor of Arts</td> <td></td> <td>UNC-Chapel Hill</td> </tr> </table>				Status:	Completed Program	Admit Term:	1978 Fall	Effective Date:	05/13/1982	Effective Sequence:	1	Program Action:	Completion of Program	Action Date:	10/27/2009	Action Reason:				Academic Program:	AS Bachelor of Arts		UNC-Chapel Hill	<b>2</b>
Status:	Completed Program	Admit Term:	1978 Fall																					
Effective Date:	05/13/1982	Effective Sequence:	1																					
Program Action:	Completion of Program	Action Date:	10/27/2009																					
Action Reason:																								
Academic Program:	AS Bachelor of Arts		UNC-Chapel Hill																					
<table border="0"> <tr> <td>Academic Plan:</td> <td>Chemistry</td> <td>Major</td> <td></td> </tr> <tr> <td>Requirement Term:</td> <td>1978 Fall</td> <td></td> <td></td> </tr> </table>				Academic Plan:	Chemistry	Major		Requirement Term:	1978 Fall															
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Requirement Term:	1978 Fall																							
<table border="0"> <tr> <td>*Academic Sub-Plan:</td> <td><input type="text"/></td> <td></td> <td></td> </tr> <tr> <td>Academic Sub-Plan Type:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>*Declare Date:</td> <td>05/13/1982</td> <td></td> <td></td> </tr> <tr> <td>*Requirement Term:</td> <td><input type="text"/></td> <td></td> <td></td> </tr> </table>				*Academic Sub-Plan:	<input type="text"/>			Academic Sub-Plan Type:				*Declare Date:	05/13/1982			*Requirement Term:	<input type="text"/>			<b>3</b>				
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*Declare Date:	05/13/1982																							
*Requirement Term:	<input type="text"/>																							

#### 1. Student Information

- Name and ID
- Academic Career

#### 2. Academic Program/Academic Plan Information

a condensed version of what is on the Student Program and Student Plan tabs

#### 3. Student Sub-Plan Information